

**CITY OF EL PASO, TEXAS**  
**AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: CONVENTION & VISITORS BUREAU

AGENDA DATE: JULY 19, 2005

CONTACT PERSON/PHONE: BYRON E. JOHNSON, C.P.M. (541-4308)

DISTRICT(S) AFFECTED: ALL

**SUBJECT:**

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

The Director of Purchasing Requests that Mayor and Council approve a Resolution to terminate Contract 2002-226 with American Elevator, for Elevator Maintenance, Various Departments (Convention & Visitors Bureau) for convenience pursuant to Section C, 8A of the Contract, an item titled Termination for Convenience), whereby the City reserve the right to terminate Contract for Convenience.

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

**PRIOR COUNCIL ACTION:**

Has the Council previously considered this item or a closely related one?

Yes

**AMOUNT AND SOURCE OF FUNDING:**

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

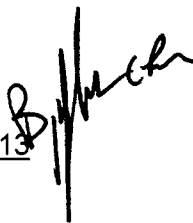
**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**DEPARTMENT HEAD:** Ellen Smyth  
(Example: if RCA is initiated by Purchasing, client department should sign also)  
*Information copy to appropriate Deputy City Manager*

APPROVED FOR AGENDA: June 28, 2005

CITY MANAGER: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: July 11, 2005  
TO: Municipal Clerk  
FROM: Byron E. Johnson, C.P.M.   
Director of Purchasing x 4313  
THRU: Aurora Wells  
Bid Clerk ext. 4038

Please place the following item on the **REGULAR** agenda for the Council Meeting of **JULY 19, 2005**.

Item should read as follows:

The Director of Purchasing Requests that Mayor and Council approve a Resolution to terminate Contract No. 2002-226 with American Elevator, for Elevator Maintenance, Various Departments (Convention & Visitors Bureau), for convenience pursuant to Section C, 8A of the Contract, an item titled Termination for Convenience, whereby the City reserved the right to terminate the Contract for Convenience.

The elevators re currently being evaluated and will be on a short term contract until a decision can be made in regards to upgrading control systems.

Department: Convention & Visitors Bureau

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

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AGENDA FOR: **JULY 19, 2005**  
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## RESOLUTION

**WHEREAS**, the City awarded Contract No. 2002-226 to American Elevator, on October 24, 2002, for Elevator Maintenance, Various Departments (Convention & Visitors Bureau); and

**WHEREAS**, the Mayor and Council terminates said Contract for convenience pursuant to the provisions of the Contract; and

**WHEREAS**, pursuant to Section C, 8A of the Contract (Termination for Convenience), the Mayor and Council is authorized to terminate the Contract for convenience; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF EL PASO:**

That the Director of Purchasing is authorized to notify American Elevator, that the City is terminating Contract No. 2002-226 pursuant to the provisions and requirements of Section C, 8A of the Contract Clauses due to convenience and that the termination shall be effective July 31, 2005.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_ 2005.

**THE CITY OF EL PASO**

\_\_\_\_\_  
John F. Cook  
Mayor

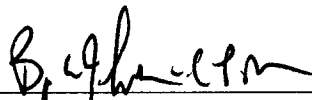
**ATTEST:**

\_\_\_\_\_  
Richarda D. Momsen  
Municipal Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Jorge Villegas  
Assistant City Attorney

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
Byron E. Johnson, C.P.M.  
Director of Purchasing

## PURCHASING DEPARTMENT

DATE: July 15, 2005

TO: CITY CLERK

FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing

Ray Heredia  
Procurement Analyst

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Please place the following item on the REGULAR COUNCIL AGENDA for the Council Meeting of Tuesday, **July 19, 2005**.

Item should read as follows: The Director of Purchasing Requests that Mayor and Council approve a Resolution to terminate Contract No. 2002-226 with American Elevator, for Elevator Maintenance, Various Departments (Convention & Visitors Bureau), for convenience pursuant to Section C, 8A of the Contract, an item titled Termination for Convenience, whereby the City reserved the right to terminate the Contract for Convenience.

The elevators re currently being evaluated and will be on a short term contract until a decision can be made in regards to upgrading control systems.

Department: Convention & Visitors Bureau

SPECIAL INSTRUCTIONS: \_\_\_\_\_

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City's Clerk Use

ITEM No. \_\_\_\_\_

**MOTION  
OCTOBER 24, 2002**

Motion made, seconded and unanimously carried to award Bid No.: 2002-226 Elevator Maintenance Various City Buildings

Award to: American Elevator  
El Paso, Texas  
Item (s): All  
Amount: \$26,928.00

Department: Various  
Funds available: Various  
Funding source: Various  
Total award: \$26,928.00  
**District (s): All**

Public Works/Building Maintenance, Parks & Recreation, City-County Health, Sun Metro, Convention Performance Art Center, and Purchasing recommend awards as indicated as this vendor is the responsible and responsive bidder meeting specifications.

This is a thirty-six (36) month contract with no option to extend the term.

Group II, item #2 is deleted.

Richarda Duffy Momsen, City Clerk